

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF EGREMONT
FINANCE COMMITTEE MINUTES
13 JANUARY 2016**

ATTENDING: MRS. L. ALLEN, MR. M. BANDZIERZ, MR. T. BERKEL, MR. R. NOVECK, MR. E. SCARBRO, MR. E. SWANSON

ABSENT: NONE

OTHERS ATTENDING: Mr. Richard Allen

- 1. MEETING CALLED TO ORDER AT: 5:32 PM o'clock, Chair Laura Allen presiding.**
- 2. APPROVAL OF MINUTES OF: December 9, 2015 Approved Yes 6, No 0.**
- 3. NOTICES:**
 - a. Ad Hoc Compensation Committee to meet 14 January 2016.**
 - b. Finance representatives will be Messrs. Swanson and Scarbro. The mission will be to guide discussion toward two objectives: personnel reviews, and merit pay adjustments based on those performance reviews.**
- 4. HANDOUTS:**
 - a. SBRSD (Southern Berkshire Regional School District) Memorandum of Understanding addressing the five towns regarding over charges or undercharges of fair share costs.**
 - b. Monthly 2016 budget update from SBRSD.**
 - c. Balances to date of: Free Cash, Stabilization, Water Free Cash.**
 - d. Annual Town Meeting Schedule:**
 - i. Articles Deadline: March 14, 2016**
 - ii. Finalize Warrant: April 9, 2016**
 - iii. Post Warrant: April 11, 2016**
 - iv. Annual Town Meeting: May 3, 2016**
 - v. Annual Town Election: May 10, 2016**
 - e. Expenditure and Revenue reports were distributed for review prior to the next meeting.**
- 5. DRAFT BUDGET REQUEST FORM: Is being rolled-out in a series of one off meetings with committee chairs and department heads by Mrs. Allen.**
- 6. BROADBAND UPDATE:**

- a. Mr. Swanson advised the Committee that Matrix was the lone presence at the last meeting.
- b. Wired West seems to be “quiet.”
- c. Fiber Connect submitted a proposal (somewhat tardy) for consideration. In that proposal the Town would own 80% and Fiber Connect 20%.

7. RESERVE FUND TRANSFER REQUESTS:

<u>ACCOUNT NO.</u>	<u>ACCOUNT NAME</u>	<u>REQUEST</u>	<u>VOTED</u>
015945.743	Unemployment Comp	\$1,869.00	Approved; 6-0.

- 8. Long Range Financial Planning meeting is set for 22 January.
- 9. FEMA GRANT: The grant is being prepared and will soon be submitted.

10. Budget packs were distributed for review at the 20 January meeting.

11. OFFICIALS’ ITEMS :NONE

12. CITIZENS’ ITEMS:

- a. Mr. R. Allen enquired about the inclusion of clearinghouse type procedures for all grants that become parts of budgets. He expressed concern that “something not slip through the cracks” as regards the proper cataloging, recognition, and assignment and use of funds received as grants.
- b. Mrs. Allen reviewed briefly the protocol between departments receiving grants, the Finance Committee, and the BOS.
- c. The Committee will consider if additional steps or changes to the existing process are needed. All members agreed that funds must be properly recognized and applied.

13. Next Finance Committee meeting: Wednesday 20 January 2016 at 4:00 PM.

14. There being no further business to come before the Committee, the meeting was ADJOURNED: 6:25 PM o’clock.

Respectfully Submitted,

Thomas Berkel, Secretary

These Minutes Approved: 20 January 2016. Yes 4, No 0.